

SANTA FE ECONOMIC DEVELOPMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
DATE: APRIL 25, 2023, AT 7:00 PM
SANTA FE CITY HALL COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS

MINUTES

The meeting was called to order at 7:00 p.m. by President Fidencio Leija, Jr.

Roll Call: Present: President Fidencio Leija, Jr.
Vice President Matt Crable
Secretary/Treasurer Ashley Carner
Director Bob Wylie

Absent: Director Gregg Vicknair
Director Tamra Loftin
Director Robert Bracknell

The Invocation was given by Director Bob Wylie and the Pledge of Allegiance was led by President Fidencio Leija.

Citizens' Comments

There were no citizen comments.

Reports & Presentations:

- a. **Approval of Board Minutes from March 28th Regular Meeting and April 4th Special Meeting**
The minutes of the March 28, 2023, Regular Meeting and April 4, 2023, Special Meeting were approved as presented, with a motion to approve the minutes as presented by Vice President Matt Crable and a second by Director Bob Wylie. The motion passed unanimously.

b. **FM1764 Project Status Report**

Bill Manning with Sander Engineering gave a status update on the FM1764 Project. Payment application #15 has been made for \$94,287.50, which is for the last of the major construction items. All the primary construction elements have been completed and all that is left is retainage. The walk-through inspection is scheduled for tomorrow morning, April 26, 2023, and staff will generate a punch list with items that need to be completed. The Canal Lift Station start-up was completed and is now online, which concludes the lift station rehabilitation. President Fidencio Leija clarified for the public that the project in question is the Sanitary Sewer Improvements with the lift stations that run adjacent to FM 1764.

Mr. Manning stated that there will be a final pay estimate once the punch list items are complete for the final retainage, which he approximated at just under \$160,000.00. Economic Development Corporation Director Rudy Zepeda added that the overall amount will be \$42,000.00 under the original budget estimate with the contingency.

c. Current Budget Update & Financial Statements

Economic Development Director Rudy Zepeda gave a current budget and financial statement overview:

\$358,342.00 Revenue
\$557,500.00 Expenses
-\$199,167.00 Net

However, Mr. Zepeda noted if the payment for the FM1764 Project is removed, the net financial position changes to a positive \$229,200.00.

Total fund balance \$2,886,055.02

d. Sales Tax Report April 2023 for February Sales Collections

Economic Development Director Rudy Zepeda gave a sales tax overview for February 2023's sales collections. The collections showed an increase of 10.3% above the current budget, which translates to approximately \$90,000.00 in estimated additional revenue by the end of the fiscal year.

e. Current Economic Development Status Report

Economic Development Director Rudy Zepeda gave a report on all current permits.

Public Hearing:

- a. *"It is now 7:11 p.m. and I do hereby close this session of the meeting of the Board of Directors of the Santa Fe Economic Development Corporation and open a public hearing to discuss the proposed awarding of EDC funds to the Santa Fe Fire & Rescue towards the purchase of a ladder truck."***

At 7:11 p.m., President Fidencio Leija closed the current session of the Regular Meeting of the Board of Directors of the Santa Fe Economic Development Corporation (EDC) and opened a Public Hearing to discuss the proposed awarding of EDC funds to the Santa Fe Fire & Rescue towards the purchase of a ladder truck. President Fidencio Leija then asked if there were any comments from citizens regarding this matter, and there were none.

- b. *"It is now 7:13 p.m. and I do hereby close this Public Hearing and reopen the Regular Meeting of the Board of Directors of the Santa Fe Economic Development Corporation."***

At 7:13 p.m., President Fidencio Leija closed the Public Hearing and reopened the Regular Meeting of the Board of Directors of the Santa Fe Economic Development Corporation.

Business

- a. Discussion with possible final action on approving the Santa Fe Fire & Rescue Ladder Truck Project and budgeting if needed.**

Economic Development Corporation Director Rudy Zepeda presented the results of the online poll for/against the funding of the Santa Fe Fire & Rescue (SFFR) Ladder Truck Project. Mr. Zepeda reported that after removing duplicate votes and entries, 69 members of the public voted, with 36 citizens voting against the partial funding of the ladder truck by the Santa Fe Economic Development Corporation (EDC) and 33 citizens voting in favor of the partial funding by the EDC for the ladder truck.

President Fidencio Leija addressed the question of whether funding the ladder truck would increase taxes and clarified that the funds that would be used, should this request be approved, would come from the half cent sales tax that is collected by the EDC.

Economic Development Corporation Director Rudy Zepeda added that if funding of the SFFR Ladder Truck Project by the Economic Development Corporation were approved, it would be at the rate of \$125,000.00 per year for four years. Director Bob Wylie asked whether this funding would become a loan should the SFFR not comply with the terms of the donation, and Mr. Zepeda answered affirmatively.

After a motion to approve by Director Carner, a second by Vice President Crable, and a vote in favor by President Fidencio Leija, Director Bob Wylie informed the Economic Development Board that he would be abstaining from voting due to a potential conflict of interest because of his status as a Lifetime Member of the SFFR. Director Wylie's abstention left the Board without a voting quorum, so a full vote was not held.

Director Ashley Carner made a motion to postpone voting on this agenda item, Director Bob Wylie seconded the motion, and the motion passed unanimously.

b. Presentation by David Mosberg of Hubcap Grill

Hubcap Grill owner Ricky Craig and Chief Operating Officer David Mosberg appeared before the Economic Development Board to ask for up to \$53,900.00 in assistance to help with the expediting of the opening of their restaurant.

They asked for, in order of priority:

- \$23,000.00 for a second driveway to create a single in/single out access;
- \$12,000.00 to bring in natural gas for their cooking equipment because the utility company informed them that it would take 9 – 12 months to accommodate their request. Mr. Mosberg noted that the Hubcap Grill could work with electric equipment in the interim, but it would not be a long-term solution;
- \$7,600.00 for Fire Suppression System; and

- \$11,300.00 for electrical run and lights for parking lot safety

Mr. Mosberg added that with or without the assistance of the Economic Development Corporation, Hubcap Grill's estimated opening date would be within the next 45 days.

Director Carner motioned to postpone the Board's decision until after the Budget & Grants Workshop in June to determine which projects to grant assistance to. Vice President Matt Crable seconded the motion, and the motion passed unanimously.

c. Discussion with possible action on setting a date for the Budget & Grants Workshop and selecting topics for discussion.

Vice President Crable made a motion to suspend the Regular Monthly Meeting and to replace it with the Budget & Grants Workshop tentatively scheduled for Tuesday, June 27, 2023, from 9:00 a.m. – 1:00 p.m., pending availability from the absent Board members. Director Carner seconded the motion, and the motion passed unanimously.

d. Discussion with possible action on the acceptance of the resignation of Director Robert Bracknell.

Director Carner made a motion to postpone possible action on the acceptance of the resignation of Director Robert Bracknell stating his intent to vacate his seat on the Board of Directors of the Santa Fe Economic Development Corporation until the Board receives his written resignation. Director Wylie seconded the motion, and the motion passed unanimously.

e. Discussion with possible action on attendees and promotional materials for the upcoming International Council of Shopping Centers (ICSC) Conference in Las Vegas, NV in May.

Economic Development Corporation Director Rudy Zepeda explained that Director Robert Bracknell has declined to attend the International Council of Shopping Centers (ICSC) Conference in Las Vegas from May 21 – 23, 2023, and asked if any members of the Economic Development Corporation would be interested in attending with President Fidencio Leija.

He also asked if any of the Board members would be interested in assuming the remainder of Director Bracknell's membership to the ICSC, which has been paid and has eleven months remaining.

No Board member in attendance is available to attend the ICSC Conference, so Vice President Crable made a motion to reach out to the absent members of the Economic Development Board about attending the ICSC Conference, and that if no one was able to do so, that the invitation be

extended to members of the Santa Fe City Council. Director Carner seconded the motion, and the motion passed unanimously.

Mr. Zepeda asked the members of the Board if they would like to have flyers made up to hand out not only at the ICSC Conference, but for other events, as well. He advised that there is \$30,000.00 remaining in the budget for promotional materials and that these flyers would cost around \$2,000.00. Director Zepeda stated that the funds were available, and that he wanted to make sure there were no objections to creating the flyers. There were no objections. No action was required.

Citizens' Comments

There were no citizen comments.

Director Wylie made a motion to adjourn, Director Carner seconded the motion, and the meeting was adjourned at 7:56 p.m.



Fidencio Leija, Jr., President

ATTEST:



Rudy Zepeda, Executive Director